

**Date: February 10, 2006**

**Subject: Questions and Answers for RFP No. 06-0904006-008**

In accordance with the subject Request for Proposal (RFP), the following are answers to questions which have been submitted prior to February 4, 2006. These questions are for informational purposes only; they do not alter the requirements specified within the RFP. Any changes to the RFP will be made by the Department of Health through the use of an addendum.

**1. Question:** Is the position full time?

**Answer:** Depending on how in-state travel is coordinated and the background and experience of the contractor, we estimate it will be 50% to 100% time.

**2. Question:** Is there a preferred location for the office?

**Answer:** Since the contractor will have frequent contact with the Diabetes Prevention & Control Program located in Pierre, ideally, the contractor would be located in Pierre. But living outside Pierre will not exclude any proposal from consideration. Preference will be given to South Dakota residents or organizations. A SD-licensed Registered Nurse or Registered Dietitian is mandatory to coordinate the Diabetes Education Recognition Program.

**3. Question:** Is this position for a person or a Diabetes Center?

**Answer:** Proposals by organizations and individuals will be considered.

**4. Question:** If it is a person, can they live in Rapid and would there be a lot of travel involved?

**Answer:** The location of personnel is not a barrier. There are recognized programs throughout South Dakota and each existing and applying site will receive a yearly site visit. These can be completed throughout the year or the contractor can plan visits to multiple sites in one trip.

**5. Question:** Will the contractor use a private vehicle or one that is State-owned.

**Answer:** Applicants should include use of a non-State vehicle in their proposals.